

**PERSONNEL AND TRAINING BUREAU**

**NOTICE**  
1.12

May 15, 2012

**TO:** All Department Personnel

**FROM:** Commanding Officer, Personnel and Training Bureau

**SUBJECT:** LIMITED DURATION ASSIGNMENTS


Any Department employee transferring into a Limited Duration Assignment shall personally review and sign the Transfer And /Or Change In Paygrade Form 01.40.00.


**Note:** Los Angeles Police Department Transfer And/Or Change In Paygrade, Form 01.40.00, Section B (2), states that upon completion of a limited duration assignment, the employee will be reassigned to another position. If not accepted for assignment to another position at the same paygrade level, the employee will be reassigned to a position at a lower paygrade level.

The intent of this Notice is to ensure that upon acceptance of a Limited Duration Assignment, the employee is aware of the stipulations of that acceptance.

If you have any questions regarding this notice please contact Lieutenant Lynette Veazie, Adjutant, Personnel and Training Bureau, at (213) 486-7089.

APPROVED:

  
TERRY S. HARA, Deputy Chief  
Commanding Officer  
Personnel and Training Bureau

  
STEPHEN R. JACOBS, Deputy Chief  
Chief of Staff  
Office of the Chief of Police

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